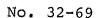
SPECIAL BULLETIN

OFFICE OF TRAINING



8 August 1969

To: All Training Officers of the Agency

READING IMPROVEMENT

FOR

All Agency employees whose major duties involve large amounts of

reading material.

LOCATION

Room 401 - 1000 North Glebe Road

DATES

8 September - 8 October - Monday

and Wednesday

TIME

0900 - 1100 hours

REGISTRATION

Agency Facility," should be submitted as soon as possible to the Senior Training Officer in each Directorate who will determine priorities and forward the appropriate number for the course to TR/ISS/AIR, Room 835 Glebe by 2 September.

OBJECTIVES

- 1. Develop a more organized and effective approach to job-related reading
- 2. Improve comprehension
- 3. Increase reading speed
- 4. Increase recall

(Over, please)

GROUP 1
'Excluded from automatic downgrading and declassification

SECRET

For Release 2001/07/28 : CIA-RDP78-03921A000100010022-2

CENTRAL THE STATE OF THE STATE

Approved For Release 2001/07/28 : CIA-RD (100010022-2

SECRET

Classes are kept small in order to allow for individual instruction and students are expected to practice at home and at work between sessions.

COST

The cost of approximately \$45 per student is assumed by the sponsoring office. Since the full price is charged after the first session, it is imperative that only those certain to complete the course be selected to attend. Because of the nature of the course, no substitutions can be made after

the first day.

ADDITIONAL INFORMATION For information on course content call on extension on registration procedures call TR/ISS/AIR, extension

25X1A9a 25X1A

25X1A